



Equality, Diversity and Inclusion Policy

- is at the heart of everything we do...

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Equality, Diversity & Inclusion Policy Statement

A commitment to equality, diversity and inclusion is fundamental to The Activation Project, our clients, their communities and our outcomes. This is fundamental to ensuring our success as a valued and respected organisation and development partner, with a positive and supportive culture, where all staff and associated feel empowered and respected.

Equality, diversity, and inclusion requires a strong commitment and concerted action to build an inclusive environment where opportunities are open to all, diversity is valued, and where everybody can reach their full potential without fear of harassment, prejudice or discrimination.

Every person has a responsibility for making the organisation an inclusive environment where all – internally and externally, staff, associates and clients - feel welcome and are able to be themselves.

Our work to embed equality, diversity and inclusion is anchored in our work, services, management, practices, supported by good governance, as set out in the Equality Act 2010 that require us to have due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

It is the everyday expectation that all staff, including associates who may be working on our behalf, will behave in an acceptable manner – treating others with courtesy, respect and consideration – and conducting themselves professionally when interacting with our clients and their communities.

Unacceptable behaviour including bullying, harassment and victimisation or discrimination – including but not limited to the protected characteristics covered by the Equality Act 2010 – will not be tolerated and any allegations will be taken seriously and dealt with appropriately under the relevant procedures.

Our Board has ultimate accountability for compliance with the Equality Act and for ensuring that we are able to demonstrate compliance by:

- Removing or minimising disadvantages suffered by people due to their protected characteristics
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low

Removing any existing and potential barriers to inclusion is critical to creating an inclusive work and study environment where people feel welcomed, valued, and supported. Additionally, our Governance framework provides us an approach to ensure that we fully embed inclusion into any decisions, policies or activities that may impact on people.

Our commitments

The organisation commits to:

1. Encourage equality, diversity and inclusion in the workplace as they are good practice and make business sense
2. Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff and associates are recognised and valued. This commitment includes educating managers and all employees about their rights and responsibilities under the equality, diversity and inclusion policy. Responsibilities include staff and associates conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination. All staff and associates should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public
3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, associates customers, suppliers, visitors, the public and any others in the course of the organisation's work activities. Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice. Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.
4. Make opportunities for education, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
5. Make decisions concerning staff or associates being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).

6. Review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.

7. Monitor the make-up of the workforce, with staff and associate agreement under GDPR, regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy. Monitoring will also include assessing how the equality, diversity and inclusion policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

Agreement to follow this policy

The equality, diversity and inclusion policy is fully supported by senior management and has been reviewed with employee representatives.